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ABSTRACT

Employees with mental retardation can lose their jobs because their productivity is low due to an inability to perform their jobs quickly and with a minimum of extraneous movements. This guide presents procedures, borrowed from the business world, that can be used to assist people with mental retardation to improve their work quality and efficiency. An introductory chapter briefly discusses what engineering, behavior analysis, and time and motion studies can offer to the improvement of job training for this population. Chapter 2 applies engineering principles directly to job training. It covers the basics of Therblig-Based Task Analysis (based on 17 fundamental motions) and task efficiency. Chapter 3 offers case illustrations of improving work efficiency. The final chapter stresses the value of applying time and motion studies to training of this population and urges constant consideration of whether a given procedure is both effective and efficient and whether the procedure is satisfactory to the individual involved. (Contains 24 references.) (DB)

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